

**Minutes of the Salhouse Parish Council meeting
held on Monday 14th November 2022 at 7.00pm
at the Jubilee Hall, Lower Street, Salhouse**

Present: Robert Cooper (Chair), Colin McCormick, Lynn Yallop, Julie Redburn, David Francomb, John Leathers, Andrew Peachment and Nick Ball.

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 10

For the benefit of the public, all votes taken were by a show of hands and/or a verbal response from each individual Councillor.

1. To receive and accept any apologies for absence

No apologies were received.

2. To receive Declarations of Interest in items on the agenda and applications for dispensations

Cllr. Cooper declared an interest as a Trustee of Salhouse United Charities Trust (SUCT).

3. To approve the minutes of the Parish Council meeting of 3rd October 2022

The minutes of 3rd October 2022 were proposed to be approved by Cllr. McCormick and seconded by Cllr. Peachment; with no amendment - all AGREED by a show of hands and duly signed by the Chair.

4. Chair's Report, to include consideration to any matters arising, not on this Agenda

The Chair reported his attendance at the Remembrance service on 13th November 2022 where a poppy wreath was laid on behalf of the Parish.

Thanks were given to the Clerk and Councillors for their support during a recent family bereavement.

All members of the public were reminded they may speak only during public participation.

5. Public Participation and to receive District and County Councillor reports

District/County Councillor Fran Whymark reported on - Avian Flu; Norfolk Strategic Flood Alliance – landowners who have a legal obligation are asked to check and clear their ditches; Warm Spaces – NCC have grants available to help mental health and loneliness; Central Government have support available for household bills – information from their Helphub (Norfolk Assistance Scheme).

A representative from the Jubilee Hall committee spoke regarding the Warm Spaces they are offering (open to Salhouse, Woodbastwick and Rackheath residents) commencing on Monday 21st November 10-1pm. This is a trial until Christmas and will then be reviewed.

A member of the public spoke about the ACV on a building in the Parish for which there is now a moratorium period for community bid expression of interest.

A member of public spoke about ACVs in the Parish. Questions to the PC will be forwarded and will be on the December agenda for consideration.

A member of the public spoke about fly tipping in Salhouse and Woodbastwick, and the prompt actions of the District Council.

A member of the public gave thanks to the Council for all the work they do.

6. Planning:

i) To receive a planning report

Report circulated – few approvals have been granted due to the hold ups regarding Nutrient Neutrality.

ii) To consider comments to the following planning application(s):

20221631 - 9 Otter Close, Salhouse, NR13 6SF - Erection of front porch and extension to garage.

Comment: No Objection to the plans submitted, however wish to highlight the details referred to in the Highways comment are not shown on the plans submitted with the application and therefore it is not clear what the Highways are requesting.

20221633 - Woodland Crescent, 114 Lower Street, Salhouse, NR13 6AD - Single storey side extension.

Comment: No Objection.

20221770 - North End, 38 Norwich Road, Salhouse, NR13 6QG - Side, rear and first floor extension. Construction of a new garage.

Comment: No Objection.

7. To receive reports:

i) SAM2 data

Report circulated – it is hoped the SAM2 along Norwich Road will be deployed within the next couple of weeks.

ii) Team Salhouse

Report circulated – no further comments.

iii) Tree Steward

Meeting to be arranged to look at planting of commemorative tree for Queen.

iv) Playing Field and Recreation

No report. Meeting to be arranged.

8. Highways and Footpaths:

i) To receive Highways and Footpath report

Report circulated – Highway Ranger due to visit Parish w/c 21st November 2022.

ii) To consider bids for the Parish Partnership Scheme 2023/24

It was AGREED to submit bids for – Honeycombe Road trod phase 2; Station Road narrowing of bell mouth and creation of footpath*; Railway Bridge works*; 20mph recommended speed sign at Bell corner*

County Councillor Fran Whymark to fund 40mph speed roundels along Norwich Road*

*If supported by Highways.

iii) To discuss and agree any actions regarding village ponds

A site meeting was held with Norfolk Wildlife Trust to seek advice on the ponds. Awaiting report.

1 member of public left at 19.54

iv) To discuss and agree any actions on Station Road and Stonehouse Road, including access to the North Rackheath Development

Discussions had. It was AGREED to submit the following comment to BDC planning department, Taylor Wimpey and Norfolk County Council:

Station Road should not be used as a means of access to the new development. Access to properties west of the railway and the Rail Station itself must be guaranteed at all times from Station Road and Stonehouse Lane.

v) To update and discuss Electric Vehicle Charging Points

It was AGREED no action at this time, but to revisit this again in 6 months.

vi) To discuss and consider support Police proposals regarding Wroxham Road layby

It was AGREED the PC would support the layby being blocked off at both ends, however, to have a pull in. The PC would not support the loss of any trees nor support picnic benches being installed.

1 member of public left at 20.25

9. Finance and Administration:

i) To note monthly bank reconciliation report

AGREED by all.

ii) To approve payments:

S J Martin	October Salary & Expenses	£1,071.97
HMRC Cumbernauld	October PAYE/NI	£ 34.03
The Norfolk Pension Fund	October (EE & ER)	£ 296.36
Paul Green	Maintenance October 22 (1088)	£ 243.25
Norfolk Parish Training & Support	Elections training Clerk	£ 36.00
Norse Eastern Ltd.	2nd Invoice maintenance (inc. VAT £81.36)	£ 488.17
Malcolm Garner	Team Salhouse expenses (inc. VAT £10.76)	£ 64.60
The Royal British Legion	Remembrance poppy wreath donation (s137)	£ 120.00
Norfolk County Council	Parish Partnership payments 2022/23 (CIL £2521.50)	£24,531.50
ETC Sports Services Ltd.	MUGA Annual maintenance (inc. £80 VAT)	£ 480.00
SLCC	Annual subscription	£ 171.00
Salhouse 2000	Hall hire	£ 12.00

All Payments AGREED.

iii) To agree meeting dates for 2023

AGREED – to be published.

iv) To appoint an Internal Auditor for year end 2022/23

It was proposed by Cllr. Redburn; seconded by Cllr. Peachment to appoint Sue Lake as internal auditor for the financial year 2022/23. This was AGREED by all. Clerk/RFO to sign letter of engagement.

10. ACV:

i) To consider whether or not to lodge a non-binding expression of interest for Prima Rosa, 82 Lower Street, Salhouse, NR13 6AD

It was AGREED not to lodge a non-binding expression of interest. No other interest from community groups had been advised to the PC.

11. Consultations - to consider a response to:

i) Broads Authority local plan and design guide

Comments to be forward to Clerk to submit.

ii) Broadland District Council – Code of Conduct

Agreed comments to be submitted by Cllr. Yallop.

iii) Norfolk Minerals and Waste Local Plan Pre-Submission Extension of time period to make representations

To postpone until next agenda.

12. To receive correspondence and agree response (if any) – All noted.

General Correspondence, NALC newsletters (inc. Wellbeing)

Rural Mobility in Parishes Survey

Norfolk County Council Budget Proposals 2023 (22 November 2022) Invitation

Parishioner email regarding flooding on Howlet's Loke

South Norfolk Council, Annual Rough Sleeper Estimate 2022 - Weds 17th Nov 12pm –

Thursday 18th Nov 2am

Highway Inspection Parish Visit – SALHOUSE w/c 21/11/22

13. Any items for the Parish Council meeting on Monday 12th December 2022

Assets of Community Value

Meeting closed 20.40